

**SECRET**

DD/S-58-4000

15 October 1958

**MEMORANDUM FOR:**

We have completed arrangements for a Senior Administrative Officers Conference on 27, 28 and 29 October. Of course, I want you and the other Chiefs of Support of the DD/P and DD/S Components to attend and hope that your schedule of activities will make this possible. As before, the various topics will be handled on a seminar basis and, hence, the success of the Conference will depend in large measure upon the vigor and quality of the discussions.

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Attached are the Conference Agenda, a Schedule of Activities and several items of information for your guidance. Mr. [redacted] of my staff is serving as Executive Officer for the Conference and you may refer questions regarding the Conference to him. Also, please advise Mr. [redacted] (extension 2228) not later than Tuesday, 21 October, as to whether you will be able to join us.

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L. E. WHITE  
Deputy Director  
(Support)

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Attachments

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